

September 4, 2018  
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session September 4, 2018 at 5:30 P.M. in the Harrison County Board of Education Board Room located at 308 Webster Avenue, Cynthiana, Kentucky. Present were Mayor Smith, Commissioners Mattmiller, Slade, Griggs and Judy and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith presented the invocation.

MAYOR- INVOCATION

VISITORS

Mayor Smith presented the Community Impact Award to Stephanie Burden with the Cynthiana Main Street Program.

COMMUNITY IMPACT  
AWARD –STEPHANIE  
BURDEN

Stephanie Burden gave an update on the Pocket Park.

Mayor Smith recognized Mark Burden, Bluegrass Narcotics Task Force. Burden gave an overview on how the task force works and what they have accomplished.

MARK BURDEN-  
BLUEGRASS NARCOTICS  
TASK FORCE

Commissioner Judy presented the Water Treatment with a Certificate of Excellence recognizing 3 years of service without any deficiencies.

WATER TREATMENT  
PLANT RECOGNITION

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Slade made a motion to approve the minutes of the August 21, 2018 meeting. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

AUGUST 21, 2018

LEGALS

Attorney Lair read the second reading of ordinance #1588 setting the 2018 ad valorem tax rate.

2<sup>ND</sup> READING ORD  
#1588-AD VALOREM TAX  
RATE

Commissioner Griggs made a motion to accept the second reading of ordinance #1588 setting the 2018 ad valorem tax rate. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT 2<sup>ND</sup>  
READING ORD #1588

Attorney Lair read the second reading of ordinance #1589 setting the 2018 real and personal property tax rate.

2<sup>ND</sup> READING ORD  
#1589-REAL &  
PERSONAL TAX RATES

Commissioner Mattmiller made a motion to accept the second reading of ordinance #1589 setting the 2018 real and personal property tax rate. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT 2<sup>ND</sup>  
READING ORD #1589

Attorney Lair read the first reading of ordinance #1590 amending the policies and procedures to add a job description for a Police Social Worker with a grade of 25. Commissioner Slade explained the need for a Police Social Worker. Discussion.

1<sup>ST</sup> READING -  
ORDINANCE #1590  
ADDING POLICE SOCIAL  
WORKER

Commissioner Slade made a motion to accept the second reading of ordinance #1590 amending the policies and procedures to add Police Social Worker with a grade of 25. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT 1<sup>ST</sup>  
READING OF ORD #1590

#### MAYOR'S REPORT

Mayor Smith updated the progress on the Westside Redevelopment Project

UPDATE ON WSRP

- CB Homes had the lowest bid to construct the next 2 homes.
- CHCHA constructing house #4 of project. The foundation is done. There will be a call for volunteers in the near future to help with construction.

Mayor Smith reported that applications are being taken now for the 2018 – 2019 Cynthiana Youth Council. The high school is working with the Mayor to recruit and identify students that would like to serve on this council.

YOUTH COUNCIL

Mayor Smith recommend that Christina King and Trent Harris be appointed to the Cynthiana Tourism Commission and David Mellett be appointed to the Planning and Zoning Commission. Commissioner Mattmiller made a motion to accept these appointments. Commissioner Judy seconded. Vote: Commissioner Mattmiller: yes; Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPOINT C KING & T  
HARRIS TO CYN  
TOURISM – D MELLETT  
TO P&Z COMMISSION

Mayor Smith announced that he received notification that Spectrum will be transitioning to all digital channels in our service area. Customers without Spectrum-issued digital equipment will be receiving instructions on getting free equipment for a limited time. If you plug your cable directly into your tv you will need equipment from Spectrum in order to view channels. If you do not request your free equipment during the limited time offer, you will incur an additional charge to get it later. Also, Cable Channel 6 (which airs our City Commission meetings) will be relocated into a "Public Affairs Neighborhood." The new channel will be 376. All Spectrum Customers will be receiving a direct mailing with these announcements and how to request your new equipment.

SPECTRUM CHANGES

Mayor Smith recognized Commissioner Mattmiller.

FINANCE REPORT

PAYABLES REPORT

Commissioner Mattmiller made a motion to pay the following bills:

MOTION TO PAY BILLS

General Fund \$ 100,855.79

Water & Sewer Fund \$ 184,401.87

Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund	\$	295,678.74
Water & Sewer Fund	\$	1,800.67
Municipal Road Aid Fund	\$	130,623.97

Commissioner Mattmiller stated that in the past the city has taken the compensating tax rate plus the 4% that we are allowed. He commended the current board of commissioners for taking the compensating rate.

Mayor Smith recognized Commissioner Slade

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to authorize to advertise for school resource officer. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE TO  
ADVERTISE FOR SCHOOL  
RESOURCE OFFICER

Commissioner Slade made a motion to post internally for Police Sergeant. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

POST INTERNALLY –  
POLICE SERGEANT

Commissioner Slade made a motion to declare surplus: 20 Glock .22 pistols, 19 Glock .27 pistols, 2 S&W pro rifles, and 10,000 rounds of ammunition. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

DECLARE SURPLUS  
WEAPONS

Commissioner Slade made a motion to authorize to advertise for police social worker. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE TO  
ADVERTISE FOR POLICE  
SOCIAL WORKER

Commissioner Slade reported that the City of Cynthiana will observe Trick-or-Treat on October 31<sup>st</sup> from 6pm-8pm.

TRICK-OR-TREAT

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE  
REPORT

Commissioner Griggs reported that the Rod Run was a success and the clean-up by State, County, and City personnel was excellent. On the following Monday there was absolutely no evidence that an event of the magnitude had occurred. With the recent rainfall events, personnel have been busy cleaning storm drains, and the grass continues to grow

Commissioner Griggs made a motion to accept the resignation of Anthony Newby effective September 4, 2018. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

ACCEPT ANTHONY  
NEWBY RESIGNATION

Commissioner Griggs made a motion to authorize to advertise for Maintenance Worker. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE TO  
ADVERTISE FOR  
MAINTENANCE WORKER

Commissioner Griggs made a motion to accept the bid of Hinkle Contracting for the milling & paving of the Pike Street parking lot in the amount of \$49,900. Hinkle was the only bid. Commissioner Judy seconded. Vote: Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

ACCEPT BID – HINKLE –  
PIKE ST PARKING LOT

Commissioner Griggs reported that East Pleasant Street is closed due to the collapse of the culvert under the street. Two options for repair are available but bidding will take at least two weeks. We need to declare this situation an emergency. Gary Royalty is in attendance so that the commission may determine what course of action to take. Discussion. Mr. Winkle, a Pike Street resident whose home was flooded due to the collapsed culvert, spoke about the situation.

E PLEASANT ST CLOSED  
– COLLAPSED CULVERT

Commissioner Griggs made a motion to declare an emergency so that we may proceed immediately. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

DECLARE EMERGENCY –  
E PIKE ST CULVERT

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES  
REPORT

Commissioner Judy reported that St Edwards School experienced issues with sewer back-up when school started. WWTP personnel worked with school maintenance and discovered that when replacing a utility pole in Kehoe Alley the sewer line was damaged. WWTP personnel repaired the line quickly to allow classes to resume. The construction of the new six inch water main connecting Webster in front of the bus barn and Springdale is nearing completion. Final connections are being made today. This will enable the City to make repairs without the Nursing Home being without water. The Hospital Entrance Improvement is progressing. All utility work should be complete in the near future

Commissioner Slade made a motion to adjourn. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

ADJOURN

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Jamie D. Hutchison, City Clerk

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James Smith, Mayor

9/4/2018